



**DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380-0001**

MCO 7220.24M
MPP-24
7 May 90

MARINE CORPS ORDER 7220.24M

From: Commandant of the Marine Corps
To: Distribution List

Subj: SELECTIVE REENLISTMENT BONUS (SRB) PROGRAM

Ref: (a) 37 U.S.C (NOTAL)
(b) MCO P1040.31F, Career Development and Planning Guide
(c) DoD Military Pay and Allowances Entitlements Manual, (DODPM)
(d) MCO P7220.31G, JFPM
(e) MCO P1070.12F, IRAM
(f) MCO P1080.35G, PRIM
(g) SECNAVINST 1160.1A
(h) MCO P1900.16D, MARCORSEPMAN

Encl: (1) Authorized "B" Billet Assignments for SRB Marines
(2) Guidance for Requesting Waivers/Additional Information
(3) SRB Program Eligibility Checklist - Zone A
(4) SRB Program Eligibility Checklist - Zone B
(5) SRB Program Eligibility Checklist - Zone C
(6) SRB Program Statement of Understanding

Report Required: Central Master File (Report Control Symbol DD-7220-05) (External Report Control Symbol DD-FM&P (A) 1045), par. 15

1. Purpose. To provide instructions for the administration of the SRB Program authorized by Section 308 of reference (a).

2. Cancellation. MCO 7220.24L.

3. Effective Date. 1 May 1990.

4. Approval. The entitlement portions of this instruction were approved by the Department of Defense Military Pay and Allowance Committee as prescribed by the Secretary of Defense per Section 1001 of reference (a).

5. General Concept. The SRB program was established to assist in attaining and sustaining adequate numbers of career enlisted personnel in designate Military Occupational Specialties (MOS's) and within particular years-of-service groupings. The program provides a monetary incentive for a reenlistment of at least 4 years at three career decision points during the first 14 years

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of service. Marine Corps Bulletin 7220 series, published separately and revised as required to meet the needs of the Marine Corps, identify MOS's eligible for a SRB and their multiples. The intent of this program is that Marines who receive a bonus for reenlistment in a particular skill serve the entire period of reenlistment in that skill.

6. Responsibilities

*a. Commanding Officers

(1) Battalion commanders, squadron commanders, and separate detached commanders are responsible for verifying and authorizing correct payments of the SRB award, using SRB personnel in a proper manner, and initiating recoupment action when necessary. Commanding officers should consider length of reenlistment of 4 years or more for those particularly deserving of a SRB. For those Marines who deserve further service, yet may not have sufficiently demonstrated the skill level required for the SRB at the time of reenlistment, commanders should consider lesser periods of reenlistment or lateral moves to other short skills. Commanding officers must, therefore, have a thorough knowledge of the SRB Program as explained in this Order, in reference (b), and in the current Marine Corps Bulletin 7220 series.

(2) Recruiting station commanding officers are responsible for screening all applications for prior service continuous reenlistment per this Order to determine SRB eligibility. Conduct this screening and include this information on the reenlistment request. Forward reenlistment requests to the Commandant of the Marine Corps (MRRE).

b. Disbursing Officers. Disbursing officers making a SRB Program payment share the commanding officer's responsibility to ensure that correct payments are made and that recoupment action is taken when warranted. They must therefore be equally familiar with the provisions of the SRB Program. In addition, the disbursing officer will ensure that the SRB payment is substantiated, reported, and paid as prescribed in references (c) and (d).

7. Definitions

a. Additional Obligated Service. An active service commitment beyond an existing contractual service agreement, including enlistment, extensions of enlistment, either executed or effected, and reenlistments. The period of any existing contractual service agreement may not be used for SRB computation.

b. Broken Reenlistment. Any reenlistment occurring after having been separated for more than 3 months. A broken reenlistment is never eligible for a reenlistment bonus.

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c. Continuous Active Service. Active Federal military service (other than active duty for training as a Reserve), without break in service of more than 3 months. (Any break in active service of 3 months or less will not be included as part of the active service computation.) The period of 3 months prescribed begins on the day following the date of discharge or release from active duty and ends at 2359 on the day of the month 3 months later corresponding to the date of discharge or release from active duty.

d. Continuous Reenlistment. A reenlistment occurring after midnight on the separation/discharge date but not more than 3 months following separation from active duty.

e. Date of Reenlistment. The day following the day of actual discharge for immediate reenlistment. The oath of reenlistment is always given on the day of discharge.

f. Immediate Reenlistment. The taking of the oath of reenlistment by a Marine for reenlistment in the Regular Marine Corps prior to midnight on the separation/discharge date of the last service period in the Regular Marine Corps, and at the place where separation occurs.

g. Out-of-Skill Assignment. An assignment that causes a SRB Marine to serve in any skill other than the one for which the bonus was authorized. Some out-of-skill assignments are necessary to meet Marine Corps mission essential requirements and are authorized by enclosure (1). Any other out-of-skill assignments are expressly prohibited unless a waiver has been granted by the Commandant of the Marine Corps (MMEA-8) because of extraordinary circumstances such as humanitarian or medically dictated assignments. Enclosure (2) provides guidelines for requesting waivers.

h. Selective Reenlistment Bonus. A bonus, not to exceed \$45,000 for each zone, paid to a qualified Marine incident to reenlistment in a skill designated as eligible by the Commandant of the Marine Corps (MPP-20).

i. Selective Reenlistment Bonus Computation. The bonus amount is computed by multiplying:

(1) The Marine's monthly basic pay at the time of discharge or release from active duty;

(2) Times the number of years, and/or fraction of years (months) of additional service for which the Marine will be obligated beyond existing obligated service;

(3) Times the SRB Program multiple, not to exceed 10, for the applicable MOS as designated in the current Marine Corps Bulletin 7220 series.

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j. SRB Eligible MOS's. MOS's with at least one multiple in at least one zone in the current Marine Corps Bulletin 7220 series.

8. Eligibility

a. General Eligibility Criteria. To be eligible for a reenlistment bonus under the SRB Program, a Marine must meet each of the following criteria:

(1) Be eligible and recommended for reenlistment.

(2) Be serving in the grade of lance corporal or above.

(3) Reenlist for a minimum period of 4 years in the Regular Marine Corps within 3 months after the date of discharge or release from active duty (other than active duty for training). For purposes of computing SRB Program entitlement, reenlistment does not void any unserved obligated service.

* (4) Be assigned a primary MOS or possess a skill associated with an additional MOS which is SRB eligible. Changes to SRB-eligible MOS's and their award levels will normally be announced by a Marine Corps Bulletin in the 7220 series. When a MOS is designated for reduction or termination of award, an effective date for reduction or termination of awards shall be established and announced to the field at least 30 days in advance.

b. Zone A Eligibility. Zone A is composed of those reenlistments executed between 21 months and 6 years of active service. To be eligible for a Zone A bonus, the enlisted Marine must:

(1) Have completed at least 21 months of continuous active duty (other than active duty for training as a Reserve), but not more than 6 years of active duty on the date of reenlistment. Active duty for training as a Reserve will be included when computing the 6 years of active duty. Completion of the 21 months of continuous active duty need not occur immediately before the date of reenlistment.

(2) Reenlist in the Regular component of the Marine Corps for a period of at least 4 years provided the reenlistment, when coupled with existing active service, will provide a total period of active service of at least 6 years.

(3) Have not previously received a Zone A SRB.

c. Zone B Eligibility. Zone B is composed of those reenlistments executed between 6 and 10 years of active service. To be eligible for a Zone B bonus, the enlisted Marine must:

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(1) Have completed at least 6 but not more than 10 years of active service (including active duty for training as a Reserve) on the date of reenlistment.

(2) Reenlist in the Regular component of the Marine Corps for a period of at least 4 years provided the reenlistment, when coupled with existing active service, will provide a total of at least 10 years of active service.

(3) Have not previously received a Zone B SRB.

d. Zone C Eligibility. Zone C is composed of those reenlistments executed between 10 and 14 years of active service. Any portion of the term of reenlistment which, when added to the total years of service at the time of discharge, will exceed 16 years of service may not be used in computing the Zone C SRB. To be eligible for a Zone C bonus, the enlisted Marine must:

(1) Have completed at least 10 but not more than 14 years of active service (including active duty for training as a Reserve) on the date of reenlistment.

(2) Reenlist in the Regular component of the Marine Corps for a period of at least 4 years provided the reenlistment, when coupled with existing active service, will provide a total of at least 14 years of active service.

(3) Have not previously received a Zone C SRB.

9. Payment of Bonuses

a. Amount of Payment. Bonus payments shall be based on multiples, not to exceed 10, or fractions thereof, of the Marine's monthly basic pay at the time of discharge for immediate reenlistment multiplied by years of additional obligated service. Specifically, the selective reenlistment bonus shall:

(1) be paid in multiples of 1 month's basic pay (not to exceed 10 multiples) times the years, or fractions thereof (months), of additional obligated service. Fractional multiples (such as 1/2, 1 1/2) may be used if authorized by the current Marine Corps Bulletin 7220 series,

(2) not exceed a maximum amount of \$45,000 per bonus,

(3) not be computed using an portion of the additional obligated service which exceeds 16 years of total service, and not be paid for obligated service which exceeds 16 years, and

(4) not be paid more than once within each zone of eligibility.

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b. Method of Payment. Fifty percent of the total bonus entitlement, less taxes, will be paid at the time of reenlistment. The remaining portion of the bonus will be paid in equal annual installments over the remainder of the reenlistment on the anniversary of the reenlistment date. Annual installments of Zone C bonuses will be paid on the anniversary dates that occur before the Marine completes 16 years of active service.

c. Payment of a SRB to eligible Marines who reenlist with a break in active duty greater than 24 hours will be made no earlier than 30 days after their arrival at the first permanent duty station following reenlistment.

10. Administrative Procedures

a. Prior to Reenlistment. The following administrative requirements must be completed to properly screen the potential SRB Program participant.

(1) SRB Program Eligibility Checklist. The SRB Program checklist for the appropriate zone will be prepared by the career planner. Once completed, it will be reviewed for accuracy, dated, and signed by the commanding officer prior to reenlistment and by the disbursing officer prior to bonus payment. The completed checklist will be held in local career planning files for 2 years. Local reproduction of the sample checklists, enclosures (3), (4), and (5), is authorized.

* (2) SRB Program Worksheet. After the Marine's eligibility has been confirmed through use of the eligibility checklist, the career planner will compute the amount of the bonus and the additional obligated service incurred by the reenlistment. A standard SRB Program Worksheet has been designed for this purpose. The worksheet and detailed instructions for its use are provided in reference (b). Unit commanders with access to Basic Individual Records/Basic Training Records (BIR/BTR) also have access to the "Precomputation of SRB" screen under the Customer Information Control System (CICS) Production on the Marine Corps Finance Center, Kansas City Menu. Unit commanders with this capability may submit a printed copy of the precomputation screen to the local disbursing officer vice the SRB Worksheet. Reference (d) provides detailed information.

(3) Separation/Enlistment Voucher (NAVMC 11060). Prepare this form in accordance with reference (d).

(4) SRB Program Statement of Understanding. After it has been determined that the prospective reenlistee is eligible for the SRB Program, and prior to reenlistment, the Marine must sign and date an original and at least one copy of the SRB Program Statement of Understanding. The commanding officer must witness the signing. Local reproduction of the sample

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Statement of Understanding, enclosure (6), is authorized.
Paragraph 10b(2) provides disposition instructions.

(5) Determination of Assignment Eligibility. SRB Program eligible Marines who currently are not assigned to duty in their intended SRB MOS or in an authorized assignment or billet as provided in enclosure (1), must submit a request for determination of assignment suitability based on the SRB Program assignment requirements in paragraph 12 of this Order. Such requests will be submitted on a RELM document (NAVMC 10842) to the Commandant of the Marine Corps (MMEA-8) indicating that the Marine is SRB Program eligible but serving in a billet which does not require the SRB Program skill. The Marine must indicate three choices of duty preference should reassignment be required. In some cases, this request will result in a waiver that will allow the SRB Marine to remain in a non-SRB billet until completion of the minimum normal tour length. Refer to Chapter 3 of reference (b) for additional instructions regarding RELM document submission.

b. Following Reenlistment

(1) For payment of the SRB award, see reference (d).

(2) Attach the original SRB Program Statement of Understanding to the reenlistment contract for filing in the Marine's service record book. Submit the original reenlistment contract, with a copy of the SRB Program Statement of Understanding to the Commandant of the Marine Corps (MMRB-20) per paragraph 4005.4 of reference (e).

*(3) Flag or otherwise distinctively tag the service record of the reenlistee for ease of identification. (Such identification serves to alert commanders and personnel managers that the reenlistee is a bonus recipient and must be assigned according to the instructions contained in paragraph 12 below.) Additionally, the following or similar information should be maintained by the unit career planner.

"SELECTIVE REENLISTMENT BONUS RECIPIENT"

Name: _____ SSAN: _____ Rank: _____

Reenlisted on _____ for _____ years. Zone: _____

MOS/Skill: _____

Current Billet Assignment: _____

Assignment Meets the Requirements of MCO 7220.24M:

Yes _____ No _____

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Waiver Authority (if required): _____

Remarks/Comments: _____

c. JUMPS/MMS Reporting Requirements. All SRB Program payment transactions are entered into the Joint Uniform Military Pay System (JUMPS) by disbursing officers per reference (d). As specified by reference (f), SRB peculiar information is not to be entered via unit diary.

* d. Accelerated Payment of an Obligated Installment

(1) Accelerated payments may be approved for humanitarian reasons in rare cases of extreme financial hardship. The financial hardship must result from an event beyond the Marine's control. Accelerated payments are not intended to offset debts incurred through financial irresponsibility, nor are they intended to assist for purposes of investment, e.g., the purchase of a home, lot, or automobile. Requests for accelerated payment for the purpose of liquidating advance pay will not be approved. Unless unique and unusual circumstances exist, requests to offset expenses incurred because of divorce, separation, and PCS moves are not normally approved. Excessive medical and dental expenses not covered by CHAMPUS and DELTA are examples of valid reasons for accelerated payment. A request for an accelerated payment of an obligated installment must originate with the Marine (AA Form), and be submitted via the commanding officer to the Commandant of the Marine Corps (MPP-20). The request must contain the following information:

(a) The specific purpose for which the accelerated payment(s) will be used.

(b) A detailed justification explaining why an accelerated payment is required to include an itemized list of income and expenses and copies of medical/dental bills if applicable. As a minimum, the justification should itemize the expenses for which the accelerated payment is needed and explain why the individual was unable to manage personal finances within normal pay and allowances. The statement must also include to what extent bonus payments already received have been applied to the situation prompting the request. Finally, justification should include alternatives explored and why the alternatives are not viable solutions.

(c) The amount of the Marine's obligated installments and the number of obligated installments for which accelerated payment is desired.

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(d) Copy of the most recent LES and a copy of the LES which reflects payment of the initial or any anniversary payment.

(e) A statement that the Marine has been advised as to the effect of an accelerated installment payment on income tax liability.

(2) If the request is approved, the accelerated payment will be made as soon as practicable. Normally, only one accelerated payment will be approved per request. If a SRB award balance remains, the remaining payment(s) will be paid on the next and subsequent regularly scheduled anniversary dates.

(3) The commanding officer will screen requests to ensure they are within the guidelines of this Order, confirm the justification and, by endorsement, recommend approval or disapproval. The first endorsement will also contain the command's AUTOVON or commercial telephone number.

11. Reenlistment in Special Circumstances

a. Marines with exactly 6 years of active service on the date of reenlistment will be entitled to a Zone A bonus if otherwise eligible and if they have not previously received a Zone A bonus. If they have received a Zone A bonus, or no Zone A bonus is designated, they will be entitled to a Zone B bonus if all other eligibility requirements are met.

b. Marines with exactly 10 years of active service on the date of reenlistment will be entitled to a Zone B bonus if otherwise eligible and if they have not previously received a Zone B bonus. If they have received a Zone B bonus, or no Zone B bonus is designated, they will be entitled to a Zone C bonus if all other eligibility requirements are met.

c. Members with exactly 14 years of active duty on the day before the date of reenlistment will be entitled to a Zone C bonus if otherwise eligible.

*d. The selective reenlistment bonus is not authorized for enlistment in the Regular component following discharge from the Reserve component, during or at the completion of a period of active duty for training. Individuals serving on the Full-Time Support (FTS) Program, extended active duty (EAD), or other active duty Reserve programs, may be eligible for the SRB Program described herein, if otherwise qualified, and if no more than 90 days have elapsed since their last discharge/release from active duty with the Regular Marine Corps.

e. Marines who are discharged no more than 3 days before their end of active service (EAS) date will be considered to have completed their enlistment for SRB computation.

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*12. Assignment of SRB Marines. It is intended that Marines awarded a SRB serve in the skill for which the reenlistment bonus was paid. Commanders will make every effort to ensure compliance with this intent. Improper utilization of bonus recipients may jeopardize the Marine's future entitlement to anniversary installment payments.

a. Out-of-Skill Assignments

(1) Some out-of-skill assignments are necessary to meet Marine Corps mission essential requirements and are authorized by enclosure (1). Any other out-of-skill assignments are expressly prohibited unless a waiver has been granted by the Commandant of the Marine Corps (MMEA-8) because of extraordinary circumstances such as humanitarian or medically dictated assignments. Enclosure (2) provides guidelines for requesting waivers. For the purpose of SRB Program entitlement, SRB Marines who are serving in an authorized out-of-skill assignment which utilizes their SRB skill are considered as being utilized in their bonus skill. These authorized out-of-skill assignments and corresponding MOS's are contained in enclosure (1). Out-of-skill assignments authorized by enclosure (1) will not be longer than the normal tour length prescribed for the assignment. The tour length limitation identified in enclosure (1) may be waived by the Commandant of the Marine Corps (MMEA-8) to meet mission essential requirements that cannot otherwise be met. Waiver requests must originate with the immediate commander and fully justify the retention of a bonus recipient beyond a normal tour.

b. Fleet Marine Force Personnel Assistance Program. Marines assigned to the Fleet Marine Force Personnel Assistance Program (FAP) who are permanently assigned to a unit with a Table of Organization billet requiring their bonus skill are considered to be serving in their bonus skill. However, commanders must keep in mind the status of bonus recipients and the guidance provided in this Order when considering their assignment to a FAP billet. Only as a last resort, in order to meet the needs of a particular mission, should a bonus recipient be assigned to a nonbonus FAP billet. In no case will a bonus recipient be assigned to a nonbonus FAP billet for more than 6 months.

c. CMC Directed Moves. Service in the SRB skill includes normal skill progression and Marine Corps directed lateral move to another short skill. In the case of MOS conversions and disestablishment of a MOS, every effort will be made to retain the Marine in the bonus skill during the phase out period. The CMC (MMEA) will coordinate MOS changes and assignments incident to MOS conversion or disestablishment ensuring, to the maximum extent possible, that the bonus recipient is subsequently assigned to another short/critical skill. Per reference (g), bonus recipients will not be required to forfeit unearned portions of their bonus under such conversions.

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d. Voluntary Lateral Move. Individual requests for lateral move from bonus recipients will normally be disapproved unless submitted within 6 months of EAS, for conversion within 3 months of EAS. Per reference (g), requests for lateral move greater than 3 months before EAS may be approved if the conversion skill has an equal or higher bonus level for the zone at the time of conversion and has greater current or projected manning deficits. Bonus recipients will not be required to forfeit bonuses for such conversions.

e. Marines who receive a SRB will be assigned to a billet requiring the skill for which their reenlistment bonus was authorized. SRB-eligible Marines who are serving in non-SRB Program billets at the time of reenlistment will be considered eligible for the SRB Program if they are otherwise qualified and provided that they are reassigned, upon reenlistment, into a billet requiring their skill. (Paragraph 10a(5) contains instructions for requesting waivers.) If a transfer or reassignment of the Marine is required to ensure compliance with bonus regulations, the Marine will be assigned to an appropriate billet upon reporting to the new duty station.

13. Termination of Bonus Entitlement

a. General. For Marines who complete the term of reenlistment for which the bonus is paid, entitlement to the full amount of the bonus is contingent upon the Marine maintaining the technical qualifications required for effective performance in the MOS or skill for which the bonus is awarded.

b. Loss of Qualification Due to Misconduct. If a loss of technical qualification is due to the Marine's misconduct, or other voluntary action, the unearned portion of the bonus shall be recouped. Marines will be considered technically unqualified in the bonus MOS when they are no longer classified in that MOS, the MOS is removed from their records, and current and future assignment in that MOS is precluded, for any of the following reasons within their control:

(1) Refusal to perform certain duties required for effective performance in the MOS when the member had volunteered for such duties in writing prior to accepting the bonus;

(2) Disciplinary action taken under UCMJ or civil court conviction when such action renders the individual unqualified for future performance in the MOS;

(3) Injury, illness, or other impairment resulting from misconduct, as established through existing line of duty determination procedures, that interferes with effective performance in the MOS;

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(4) Withdrawal of the minimum security clearance, loss of qualification under the Personnel Reliability Program (PRP), or loss of any other mandatory qualification required for effective performance in the MOS, when such withdrawal or loss is voluntary or caused by the Marine's misconduct and results in removal from the MOS; or

(5) Marines who are no longer qualified in their MOS because of their own misconduct, or other voluntary actions, but whose MOS is not voided due to insufficient time to EAS to award a new MOS, will have any unearned portions of their bonus recouped.

c. Loss of Qualifications Not Due to Misconduct. If a loss of technical qualification is due to injury, illness, or other impairment not the result of their own misconduct, full entitlement is retained even though the Marine may be redesignated into a non-SRB MOS or skill. Bonus recipients will not be required to forfeit any portion of their bonus when they are no longer classified or assigned in the bonus MOS or skill for any of the following reasons:

(1) Humanitarian reassignment to other duties;

(2) Service directed utilization in an authorized out-of-skill assignment as established by enclosure (1);

(3) Loss of security clearance through no fault of the member;

(4) Injury, illness, or other impairment not the result of the member's misconduct; or

(5) Failure to attain a higher standard of technical qualification required for effective performance in the MOS which is established subsequent to payment of a bonus.

d. Pregnancy. Bonus entitlement is terminated and recoupment is required when the Marine is voluntarily separated, but not when pregnancy causes a temporary reassignment out of the bonus skill.

e. Discharge Prior to Expiration of Active Service (EAS). For Marines who are discharged prior to their EAS, entitlement to the full amount of the bonus is contingent upon the separation code assigned per the provisions of reference (h).

*f. Officer Programs. SRB-eligible Marines who apply or are accepted into officer programs are governed by the following provisions:

(1) Warrant Officers. Application for the Warrant Officer Program is not a bar to bonus entitlement for either the initial payment or the anniversary installment payment. SRB-eligible Marines entitled to unpaid bonus and who are subsequently selected for the Warrant Officer Program will continue to receive anniversary payments until appointed.

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SRB-eligible Marines who reenlist subsequent to selection will have the initial payment suspended until such time as actually appointed or their name is removed from the selection list. Marine's whose names are removed from a selection list may regain SRB eligibility provided the provisions of this Order are met. The suspension will then be lifted and the bonus paid on a pro rata basis if the Marine returns to the SRB-eligible skill. SRB entitlement is terminated without provisions for reinstatement when SRB Marines are appointed as Warrant Officers. Appointees will not be required to forfeit any portion of a previously paid bonus.

(2) Commissioned Officers. Application for a commissioning program is not a bar to bonus entitlement for either the initial payment or the anniversary installment payment.

(a) SRB-eligible Marines who are accepted for a commissioning program and who must reenlist as a prerequisite to participate in the program, including precommissioning training programs such as NAPS or other preparatory training, will have their initial payment suspended. The suspension will be lifted and the bonus paid on a pro rata basis if the Marine fails to complete the training or commissioning program and completes the enlistment in the same SRB-eligible MOS or skill.

(b) SRB-eligible Marines who are entitled to unpaid bonus, and who are accepted to participate in a training program, will continue to receive anniversary installment payments until the class start date, at which time all remaining payments are suspended. (For the purpose of determining eligibility for anniversary payments, the class start date is the reporting date to the command where the individual will be assigned while undergoing preparatory training or undergoing training in an officer candidate course.) The suspension will be lifted and the bonus paid on a pro rata basis if the Marine fails to complete the training or commissioning program and completes the enlistment in the same SRB-eligible MOS or skill. SRB entitlement is terminated without provisions for reinstatement when SRB Marines are commissioned as officers. Recoupment of previous payments is not required.

*g. 1stSgt Selectees. Entitlement to additional unpaid bonus is terminated when 1stSgt selectees are assigned to a 9999 billet. Recoupment of previous payments is not required.

14. Recoupment

a. General. The unearned portion of a bonus may be recouped in case of early discharge of bonus recipients, loss of qualifications, and/or failure to serve in the skill for which the bonus was paid. A Marine who voluntarily or because of misconduct does not complete the term of reenlistment for which the bonus was paid, or who is not technically qualified in the skill for which a bonus was paid (except those not qualified because of injury, illness, or other impairment

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not the result of their own misconduct), or who is voluntarily reassigned as a career recruiter (MOS 8412) during the term of reenlistment for which a bonus was paid, shall refund that percentage of the bonus that represents the unexpired part of the additional obligated service for which the bonus was paid. SRB recipients serving in authorized out-of-skill assignments who voluntarily extend beyond a normal tour for that assignment, will be subject to recoupment. Reference (h) contains specific separation authorities for which recoupment of unearned bonuses is mandatory.

b. Recoupment Procedures

(1) Commanding officers are responsible for initiating action to terminate bonus entitlement. If commanding officers are unable to determine if bonus entitlement should be terminated and recoupment action taken, they will request a determination from the Commandant of the Marine Corps (MMEA-6).

(2) Detailed instructions for the actual recoupment of unearned portions of bonuses and the suspension of unearned obligated installments are contained in references (c) and (d).

15. Report Required. The Director, Marine Corps Central Design and Programming Activity, Kansas City, Missouri, will Submit a copy of the Central Master File (CMF) to the Marine Corps Central Design and Programming Activity (CDPA), Quantico, Virginia after each end-of-the-month Update and Extract (U&E) run. Report Control Symbol DD-7220-05 (External Report Control Symbol DD-FM&P(A)1045) has been assigned to this report requirement.

16. Reserve Applicability. This Order is not applicable to the Marine Corps Reserve.


J.M. MYATT
By direction

DISTRIBUTION: PCN 10209860200

Copy to: 7000111 (35)
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AUTHORIZED ASSIGNMENTS FOR SRB MARINES

MOS	Title	Corresponding MOS/OCCFLD	Category "A" MOSs Title
0321	Reconnaissance Man	Any	
2362	Ground Nuclear Ordnance Technician	0811	Field Artillery Cannoneer
		1371	Combat Engineer
		2311	Ammunition Technician
3538	Licensing Examiner	353X	Motor Vehicle Operator
6561	Marine Wing Weapon Unit Specialist	1142	Electrical Equipment Repair Specialist
		5711	Nuclear, Biological, and Chemical Defense
		59XX	Electronics Maintenance
		63XX	A/C Elect Sys Tech
		64XX	A/C Elect Sys Tech
		65XX	Aviation Ordnance
8033	Quality Assurance Tech (Subsistence)	3381	Food Service
8151	Guard	Any	
8411	Recruiter	Any	
8421	Career Planner	Any	
8511	Drill Instructor	Any	
8531	Marksmanship Instructor	Any	
8541	Scout Sniper	Any	
865X	Jump/SCUBA w/Recon Unit	Any	
8711	Infantry Operations Specialist	03XX	Infantry

ENCLOSURE (1)

GUIDANCE FOR REQUESTING WAIVERS/ADDITIONAL INFORMATION

Subject	Submit to CMC (Code ____)	Paragraph	Method of Submission
Continuous Reenlistment Applications	MRRE	6a(2)	MRRE Form 1
Out-of-Skill Assignments	MMEA-8	7g	RELM DOC/Msg
Suitability of Current Assignment	MMEA-8	10a(5)	RELM DOC
Request for Accelerated Payment	MPP-20	10d	AA Form
Suitability of Technical Qualifications	MMEA-8	13	Ltr from CO
Termination of Bonus Entitlement & Recoupment	MMEA-6	14b(1)	Ltr from CO

ENCLOSURE (2)

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SRB PROGRAM ELIGIBILITY CHECKLISTZONE A

UNIT: _____ REENL DATE: _____ TERM: _____

NAME: _____ GRADE: _____

SSN: _____ PRIMOS: _____ BILMOS: _____

1. Is the Marine eligible and recommended for reenlistment?

YES _____ NO _____ (par. 8a(1))

2. Is the Marine serving in the grade of lance corporal or above?

YES _____ NO _____ (par. 8a(2))

3. Is the Marine's primary or additional MOS authorized as SRB-eligible in the current MCBul 7220 series and is the Marine fully qualified in the SRB skill?

YES _____ NO. _____ (par. 8a(4))

4. Has the Marine been accepted for a program leading to a commissioned status, and is the Marine reenlisting for the purpose of meeting service requirements for such a program? (Application alone for such a program is not a bar to SRB entitlement.)

YES _____ NO _____ (par. 13f(1) (2))

5. Has the Marine completed at least 21 months continuous active service, other than active duty for training, before reenlistment?

YES _____ NO _____ (par. 8b(1))

6. Is the term of the Marine's reenlistment for at least 4 years service?

YES _____ NO _____ (par. 8b(2))

7. Will the Marine have less than 6 years total active service, including active duty for training, at the time of reenlistment?

YES _____ NO _____ (par. 8b(1))

YES _____ NO _____ (par. 8a(3) and 8b(2))

YES _____ NO _____ (par. 10a(5) and 12a)

YES _____ NO _____ (par. 10a(5))

YES NO (par. 8b(3))

NAME _____ DATE _____

COMMANDING OFFICER

DATE _____

DISBURSING OFFICER

DATE _____

2

SRB PROGRAM ELIGIBILITY CHECKLIST

ZONE B

UNIT: _____ REENL DATE: _____ TERM: _____

NAME: _____ GRADE: _____

SSN: _____ PRIMOS: _____ BILMOS: _____

1. Is the Marine eligible and recommended for reenlistment?

YES _____ NO _____ (par. 8a(1))

2. Is the Marine's primary or additional MOS authorized as SRB-eligible in the current MCBul 7220 series and is the Marine fully qualified in the SRB skill?

YES _____ NO _____ (par. 8a(4))

3. Has the Marine been accepted for a program leading to a warrant or commissioned status, and is the Marine reenlisting for the purpose of meeting service requirements for such a program? (Application alone for such a program is not a bar to SRB entitlement.)

YES _____ NO _____ (par. 13f(1) (2))

4. Is the term of the Marine's reenlistment for at least 4 years service?

YES _____ NO _____ (par. 8c(2))

5. Will the Marine have completed at least 6 but not more than 10 years of active service, including active duty for training, at the time of reenlistment?

YES _____ NO _____ (par. 8c(1))

6. Is the Marine reenlisting in the Regular component of the Marine Corps within 3 months after discharge or release from active duty, other than active duty for training, for a period which, when combined with previous active service, totals at least 10 years?

YES _____ NO _____ (par. 8a(3) and 8c(2))

7. If not already serving in the intended bonus skill, will the Marine be assigned upon reenlistment into a billet requiring the SRB skill for which the bonus is paid?

YES _____ NO _____ (par. 10a(5) and 12a)

ENCLOSURE (4)

7 May 90

8. If the answer to question number 7 is "NO" will the Marine be assigned in an authorized billet listed in enclosure (1), or has the Marine been granted a waiver of the requirement to serve in the SRB Program skill by the Commandant of the Marine Corps (MMEA-8)?

YES _____ NO _____ (par. 10a(5))

9. Has the Marine previously received a Zone B award?

YES _____ NO _____ (par. 8c(3))

NAME _____ DATE _____

The undersigned certifies that the Marine named above meets all of the eligibility criteria for payment of a Zone B SRB multiple of ____ for MOS _____ for _____ years additional active obligated service (see par. 7i and 9 for SRB computation and payment) and has been advised of all factors concerning termination and recoupment of bonus entitlements as listed in the SRB Statement of Understanding.

COMMANDING OFFICER DATE _____

Based upon my review of this eligibility checklist, the PFR of the Marine affected, and MCO 7220.24 (SRB Program), I certify that the Marine named above meets all of the eligibility criteria for payment of a Zone B SRB multiple of _____ for MOS _____ for _____ years additional active obligated service for SRB computation.

DISBURSING OFFICER DATE _____

ENCLOSURE (4)

SRB PROGRAM ELIGIBILITY CHECKLIST

ZONE C

UNIT: _____ REENL DATE: _____ TERM: _____

NAME: _____ GRADE: _____

SSN: _____ PRIMOS: _____ BILMOS: _____

1. Is the Marine eligible and recommended for reenlistment?

YES _____ NO _____ (par. 8a(1))

2. Is the Marine's primary or additional MOS authorized as SRB-eligible in the current MCBul 7220 series and is the Marine fully qualified in the SRB skill?

YES _____ NO _____ (par. 8a(4))

3. Has the Marine been accepted for a program leading to a warrant or commissioned status, and is the Marine reenlisting for the purpose of meeting service requirements for such a program? (Application alone for such a program is not a bar to SRB entitlement.)

YES _____ NO _____ (par. 13f(1) (2))

4. Is the term of the Marine's reenlistment for at least 4 years service?

YES _____ NO _____ (par. 8d(2))

5. Will the Marine have completed at least 10 but not more than 14 years of active service, including active duty for training, at the time of reenlistment?

YES _____ NO _____ (par. 8d(1))

6. Is the Marine reenlisting in the Regular component of the Marine Corps within 3 months after discharge or release from active duty, other than active duty for training, for a period which, when combined with previous active service, totals at least 14 years?

YES _____ NO _____ (par. 8a(3) and 8d(2))

7. If not already serving in the intended bonus skill, will the Marine be assigned upon reenlistment into a billet requiring the SRB skill for which the bonus is paid?

YES _____ NO _____ (par. 10a(5) and 12a)

ENCLOSURE (5)

7 May 90

8. If the answer to question number 7 is "NO" will the Marine be assigned in an authorized billet listed in enclosure (1), or has the Marine been granted a waiver of the requirement to serve in the SRB Program skill by the Commandant of the Marine Corps (MMEA-8)?

YES _____ NO _____ (par. 10a(5))

9. Has the Marine previously received a Zone C award?

YES _____ NO _____ (par. 8d(3))

NAME _____ DATE _____

The undersigned certifies that the Marine named above meets all of the eligibility criteria for payment of a Zone C SRB multiple of ____ for MOS ____ for ____ years additional active obligated service (see par.7i and 9 for SRB computation and payment) and has been advised of all factors concerning termination and recoupment of bonus entitlements as listed in the SRB Statement of Understanding.

COMMANDING OFFICER

DATE

Based upon my review of this eligibility checklist, the PFR of the Marine affected, and MCO 7220.24 (SRB Program), I certify that the Marine named above meets all of the eligibility criteria for payment of a Zone C SRB multiple of ____ for MOS ____ for ____ years additional active obligated service for SRB computation.

DISBURSING OFFICER

DATE

ENCLOSURE (5)

7 May 90

SRB PROGRAM STATEMENT OF UNDERSTANDING

I, _____, understand that I am entitled to a SRB award, multiple _____, in MOS _____ for _____ years additional service. I understand that 50 percent of my total bonus entitlement, less taxes, will be paid on the date of reenlistment and the remainder will be paid in equal annual installments over the remainder of my enlistment. I further understand that I will be required to serve in a billet requiring my bonus MOS for the duration of this reenlistment unless I serve in an authorized out-of-skill assignment or a waiver is granted by the Commandant of the Marine Corps (MMEA-8). Failure to complete this requirement will result in recoupment of the unearned portion of my bonus. I certify that I have read and understand paragraphs 13 and 14 of MCO 7220.24M regarding the conditions under which bonus entitlement may be terminated and a pro rata portion of the total entitlement recouped.

NAME_____
DATE_____
COMMANDING OFFICER_____
DATE

ENCLOSURE (6)